

COMMISSION MEETING**1:30 P.M.****NOVEMBER 6, 2019**

The Governing Body of the City of Emporia, Kansas, met in Regular Session, Wednesday, November 6, 2019, in the City Commission Meeting Room with Mayor Geitz presiding and Commissioners Giefer, Gilligan and Smith present. Commissioner Mlynar was absent. Also present were City Manager McAnarney, City Clerk Sull and City Attorney Montgomery. Assistant City Manager Massey was absent.

Consent Agenda

It was moved by Commissioner Giefer, seconded by Commissioner Gilligan that the Consent Agenda listed below be ratified as a whole:

- a. Consider minutes of the Regular Meetings held on October 16, 2019 and a Special Action Meeting on October 23, 2019.
- b. Consider ratification of Payroll Ordinance for period ending October 25, 2019.
- c. Consider Change Order No. 1 for the 2018 Water Improvements 1,000,000 Gallon Composite Tank Project NO. PV1802.
- d. Consider Set Bid Time and Date for Sanitary Sewer Re-Alignment SS1902.

The vote follows: Commissioner Giefer, Commissioner Gilligan, aye; Commissioner Smith, aye; and Mayor Geitz, aye.

**CITY COMMISSION
(Public Comment)**

This is the time for the public to make comments. No comments were made at this time.

Representatives with the Emporia Eastside Community Group were in attendance to present the City with a donation of \$17,000.00 for improvements to the Eastside Memorial Park. Fund raising efforts and donations from the Jones Fund and Emporia Community Foundation will allow for further improvements of sidewalk and basketball court.

The Commission thanked the Emporia Eastside Community Group for all their hard work and dedication to the Eastside Memorial Park. The Community then presented the City with \$17,000.00.

Mayor Geitz recognized the winners of the Above and Beyond Award. This is a quarterly award given to employees that are nominated by their peers for special recognition of their valuable contributions to the City. The Above and Beyond Award Recipients are:

The Transfer Station Employees.

Dylan Wren, Operations Manager for Emporia Workforce Center, was in attendance to accept a proclamation declaring November 11 through 17, 2019 as "National Apprenticeship Week" in Emporia. He stated National Apprenticeship Week is celebrating its 5th anniversary of raising awareness for the vital role apprenticeships provide in creating a qualified and highly skilled workforce in industries in Emporia and across the nation. Emporia recognizes the robust apprenticeship programs provide tangible value to both job creators and apprentices, with the potential to increase productivity improve diversity and inclusion, and reduce recruitment and training costs while providing a pathway to prosperous careers for job seekers.

Mayor Geitz then presented the proclamation.

Casey Woods, representing Emporia Main Street, was in attendance to accept a proclamation declaring November 30, 2019 as "Small Business Saturday" in Emporia. He stated Emporia celebrates local small businesses and the contributions they make to our local economy and community. He stated Emporia supports our local businesses which create jobs, boost our local economy and preserve our communities. He urged the residents of our community and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

Mayor Geitz then presented the proclamation.

**CITY COMMISSION
(Auditing Services)
(Bids)**

Janet Harrouff, Director of Administrative Services, was recognized and addressed the Governing Body. She stated Varney & Associates has conducted the audit for the City of Emporia for the past four years. Due to a change in GASB regulations the same auditors cannot conduct an audit and complete a CAFR for the same firm. Varney & Associates has decided they can no longer perform both tasks for the City of Emporia. Therefore, a request for bids was sent to 10 auditing firms. The bid document asked for two different types of audits: 1) performing a GASB audit and compiling a CAFR document, 2) performing an audit using KMAAG. She stated bids were received from five firms as follows:

BID TABULATION FOR AUDIT SERVICES

KMAAG	2019 fee	2020 fee	2021 fee	2022 fee	2023 fee	5 yr total	Single Audit Fee	Technical Qualifi- cation Total
Varney & Assoc	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$ 90,000	\$2,500	100
Cochran Head Vick	\$22,800	\$23,485	\$23,190	\$24,915	\$25,660	\$121,050	\$3,000	99
BT&Co	\$27,000	\$27,540	\$28,080	\$28,620	\$29,160	\$140,400	\$4,000	98
BKD	\$27,500	\$28,600	\$29,750	\$30,950	\$32,175	\$148,975	\$5,000	92
Dana F Cole	\$ 0					\$ 0	\$4,500	0
GASB								
Cochran Head Vick	\$30,300	\$31,210	\$32,145	\$33,110	\$34,105	\$160,870	\$3,000	100
BT&Co	\$37,000	\$37,740	\$38,480	\$39,220	\$39,960	\$192,400	\$4,000	99
BKD	\$38,250	\$39,775	\$41,375	\$43,025	\$44,750	\$207,175	\$5,000	93
Dana F Cole	\$41,000	\$42,000	\$43,000	\$44,000	\$45,000	\$215,000	\$4,500	92
Varney Y Assoc	\$ 0					\$ 0		0

If the City elects the KMAAG audit, it will not be submitted to GFOA for the CAFR award, the bond rating may decrease, and the future bond interest rates may be slightly higher. However, the audit fee is much lower. If the City elects the GASB audit it will be submitted to GFOA for the CAFR award. The bond rating companies prefer the GASB format and interest rates tend to be slightly lower.

Following further discussion Commissioner Gilligan made a motion to award the bid for auditing services for a period from January 1, 2019 to December 31, 2019, with a possibility of four (4) one-year extensions to Cochran Head Vick & Company for a total of \$160,870.00. Commissioner Giefer seconded the motion. The vote follows: Commissioner Gilligan, aye; Commissioner Giefer, aye; Commissioner Smith, aye; and Mayor Geitz, aye.

**CODE SERVICES, SOLID WASTE, STREET DEPARTMENT
(Equipment Purchases - Pickup Trucks)
(Bids)**

Tim Frevert, Purchasing Agent, was recognized and addressed the Governing Body. He stated bids were received for various types of pickup trucks for code services, solid waste and street department. The Code Services pickup will be a mid size pickup that will replace a 1998 Ford Crown Vic with 135,000 miles on it. The Solid Waste Collections will be a ½ ton pickup that will replace a 1997 Chevy ½ ton pickup with 85,000 miles on it. The Street Department will be a 1-ton duel wheel dumping flatbed with central hydraulics that will replace a 2003 Ford 1-ton duel wheel flatbed with central hydraulics and 108,000 miles on it. The bids are as follows:

BID TABULATION

	Longbine Autoplaza 3012 W. Hwy 50	John North Ford 3002 W. Hwy 50	Emporia Chrysler 2815 W. Hwy 50
Code Services			
Year	2019	2019	Did not submit bid
Make	Chevrolet	Nissan	
Model	Colorado	Frontier	
New Truck Price	\$25,496.00	\$23,810.00	
Trade-in	\$300.00	\$300.00	
Total w/trade	\$25,196.00	\$23,510.00	
Solid Waste:			
Year	2019	2019	Did not submit bid
Make	Chevrolet	Ford	
Model	Silverado 1500 WT	F150	
New Truck Price	\$22,680.50	\$22,642.00	
Trade-in	\$500.00	\$1,000.00	
Total w/trade	\$22,180.00	\$21,642.00	
Street:			
Year	Did not submit bid	2020	Did not submit bid
Make		Ford	
Model		F350	
New Truck Price		\$45,563.00	
Trade-in		\$7,000.00	
Total w/trade		\$38,563.00	

The budgeted amount for replacements are: Code Services, \$25,000.00, Solid Waste Collections, \$33,000.00 and Street Department \$55,000.00. He stated staff was recommending the purchase of one new Nissan Frontier for

\$23,510.00 for Code Services, one new Ford F150 for \$21,642.00 for Solid Waste and one new Ford F350 for \$38,563.00 to John North Ford.

Commissioner Giefer made a motion to award one new Nissan Frontier for \$23,510.00 for Code Services, one new Ford F150 for \$21,642.00 for Solid Waste and one new Ford F350 for \$38,563.00 to John North Ford all prices include trade-ins. Commissioner Smith seconded the motion. The vote follows: Commissioner Giefer, aye; Commissioner Smith, aye; Commissioner Gilligan, aye; and Mayor Geitz, aye.

**SOLID WASTE
(2019 Annual Solid Waste Management Plan)
(Resolution Number 3622)**

Keith Senn, Sanitation Supervisor, was recognized and addressed the Governing Body. He stated KDHE Regulation and State Statute requires an annual review and 5-year updates to the current plan. This is the annual review which has been reviewed and approved by the Solid Waste Management Planning Committee at their meeting held October 24, 2019. This review is for Chase County, Lyon County and the City of Emporia. He recommended formal approval of the resolution and for the plan to be submitted to KDHE.

Commissioner Smith made a motion to approve Resolution Number 3622, a resolution relating to the annual review of the solid Waste Management Plan of Chase County, Lyon County and the City of Emporia. Commissioner Gilligan seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Gilligan, aye; Commissioner Giefer, aye; and Mayor Geitz, aye.

WATER SERVICE
(Consider Increase in Water Rates)
(Ordinance Number 19-28)

AN ORDINANCE OF THE CITY OF EMPORIA, KANSAS PERTAINING TO WATER RATES; AMENDING SECTION 28-41, 28-42, AND 28-43 OF THE CODE OF THE CITY OF EMPORIA, KANSAS, to which the City Clerk assigned Ordinance Number 19-28, was presented to the Governing Body for their consideration.

SANITARY SEWER
(Consider Increase in Sanitary Sewer Rates)
(Ordinance Number 19-29)

AN ORDINANCE OF THE CITY OF EMPORIA, KANSAS PERTAINING TO SEWER RATES: AMENDING SECTION 28-144 SCHEDULE OF CHARGES, to which the City Clerk assigned Ordinance Number 19-29, was presented to the Governing Body for their consideration.

Janet Harrouff, Director of Administrative Services, was recognized and addressed the Governing Body. She stated the Commission had previously discussed increasing utility rates. The agreed upon rate increase for water will be 5% on base and consumption which is necessary to properly fund the debt and maintenance expenses. The rate increase for sanitary sewer will be 10% on base and consumption which is necessary to properly fund the debt service payments for the waste water treatment plant improvements. Solid Waste will have no rate increase for landfill charges, poly carts, dumpster or roll off containers. The rate increases for water and sanitary sewer will be effective January 1, 2020.

Commissioner Giefer made a motion to approve Ordinance Numbers 19-28 and 19-29, ordinances pertaining to an increase in water rates by 5% and an increase sanitary sewer rates by 10%, to be effective January 1, 2020. Commissioner Smith seconded the motion. The vote follows: Commissioner Giefer, aye; Commissioner Smith, aye; Commissioner Gilligan, aye; and Mayor Geitz, aye.

**DAVID TRAYLOR ZOO
(Authorize Emporia Friends of the Zoo to Construct Kookaburra Exhibit)
(Donate Exhibit to the City of Emporia)**

City Manager McAnarney stated this is part of the Master Plan and OASIS Campaign for the David Traylor Zoo. The City of Emporia has been working with the Emporia Friends of the Zoo (EFOZ) on this project. He stated EFOZ would like to pay for and construct the Kookaburra Exhibit and donate the exhibit to the City of Emporia/David Traylor Zoo. This would officially authorize the acceptance of the donation.

Commissioner Gilligan made a motion authorizing EFOZ to construct a Kookaburra Exhibit and donate the exhibit to the City of Emporia David Traylor Zoo. Commissioner Smith seconded the motion. The vote follows: Commissioner Gilligan, aye; Commissioner Smith, aye; Commissioner Giefer, aye; and Mayor Geitz, aye.

**CITY COMMISSION
(City Manager's Report)**

This is a verbal report that announces upcoming events, recognizes employees for outstanding contributions and provides the public information that may be of a general interest. The following information was presented at the meeting:

At this time this Agenda was prepared, the following items were in the works:

TENTATIVE AGENDA FOR NOVEMBER 13TH STUDY SESSION @ 9:30 A.M.

1. Update on State Government.
2. Discussion Regarding Entry & Waterfowl Pond at Emporia Zoo
3. Emporia-Kansas.gov Website Update.
4. Discuss the South Arundel Sewer Line Project.
5. Review Ordinance and Update to the City's Water Conversation Plan.
6. Update and List for Alley Maintenance.
7. Discuss Remaining Commission Meeting for the 2019 Year.

Joint Luncheon w/Golf Advisory Board

**CITY COMMISSION
(Reports and Comments)**

Mayor Geitz congratulated the newly elected Commissioners, Rob Gilligan, Susan Brinkman and Becky Smith.

EXECUTIVE SESSION

Commissioner Gilligan made a motion to adjourn into Executive Session to discuss proprietary information regarding a corporation that is looking to invest, grow and expand in the City of Emporia and to invite Special Projects Manager Jim Witt from 2:03 p.m. to 2:13 p.m., in the City Conference Room. Commissioner Smith seconded the motion. The vote follows: Commissioner Mlynar, aye; Commissioner Giefer, aye; Commissioner Gilligan, aye; Commissioner Smith, aye; and Mayor Geitz, aye.

Upon reconvening the meeting in Regular Session, at 2:11 p.m., this same date, in the City Conference Room, Mayor Geitz stated they had discussed proprietary information regarding a corporation that is looking to invest, grow and expand in the City of Emporia and no action was taken.

EXECUTIVE SESSION

Commissioner Gilligan made a motion to adjourn into Executive Session for consultation with the City Attorney regarding a legal matter and to invite Special Projects Manager Jim Witt from 2:15 p.m. to 2:25 p.m., in the City Conference Room. Commissioner Giefer seconded motion. The vote follows: Commissioner Gilligan, aye; Commissioner Giefer, aye; Commissioner Smith, aye; and Mayor Geitz, aye.

Upon reconvening the meeting in Regular Session at 2:25 p.m., this same date, in the City Conference Room, Mayor Geitz stated they had discussed consultation with the City Attorney on a legal matter and no action was taken.

Commissioner Giefer then made a motion to adjourn. Commissioner Gilligan seconded the motion. The vote follows: Commissioner Giefer, aye; Commissioner Gilligan aye; Commissioner Smith, aye; and Mayor Geitz aye.

Jon Geitz, Mayor

ATTEST:

Kerry Sull, City Clerk